

WASHOE TRIBE OF NEVADA & CALIFORNIA
EPA CLEAN WATER ACT § 106 FY11
PROPOSED WORKPLAN PER 40 CFR 35.507
JULY 1, 2011 THROUGH JUNE 30, 2012

DESCRIPTION OF TASKS & ACTIVITIES :	OUTPUTS & TARGET DATES	START & END DATES	ESTIMATED PERSON/YRS (2080 =1 YR)	EST. COST (FY11)
<p>Task 1. Program Fiscal Administration (Intermediate) EPA Strategic Plan Goal 2 Objective 2.2.1: Protect Water Quality—Improve Water Quality on a Watershed Basis</p> <p><i>Purpose and Need:</i> As a 106 grantee, the Tribe is required to adhere to administrative requirements identified in 40 CFR Part 31 and OMB Circular A-87.</p> <p><i>Goals and Objectives:</i> The goal of this task is to ensure the Tribe follows applicable administrative requirements. Our objectives are to identify administrative requirements associated with EPA grants.</p> <p><i>Approach/Responsibilities:</i> The WEPD director will coordinate with the Tribal Grants Compliance Accountant and Finance Director regarding fiscal management and financial reporting.</p> <p><i>Activities:</i> 1. Complete Financial Status Reports as required. 2. Complete annual DBE. 3. Administration of expenditures in coordination with tribal accountant.</p> <p><i>Environmental Outcomes/Results:</i> This task will facilitate Tribal compliance with federal requirements.</p>	<p>1. Financial Status Report (Quarterly with final 90 days after end date to EPA GMO)</p> <p>2. DBE (10/30/11 and 90 days after end date to EPA GMO)</p>	<p>7/1/11-6/30/12</p> <p>7/1/11-6/30/12</p>	<p>PD 105 hrs PC 25 hrs ES II 377.5 hrs CA 150 hrs AA 110 hrs</p> <p>Total: 540 hrs</p>	<p>\$4,646 \$ 831 \$ 8,826 \$1,980 \$1,933</p> <p>Total: \$18,216</p>
<p>Task 1a. Summarize Progress; Program Evaluation</p> <p><i>Purpose and Need:</i> Progress reports are necessary to evaluate the effectiveness of our Water Quality Program. The Tribe is required to submit quarterly progress reports to the EPA and jointly evaluate grant accomplishments with the EPA Project Officer. In addition, WEPD is required to submit monthly progress reports to the Tribal Council and will perform an internal program self-evaluation.</p> <p><i>Goals and Objectives:</i> To keep the Tribe and EPA informed of WEPD accomplishments, expenditures, challenges, and activities.</p> <p><i>Approach/Responsibilities:</i> The WEPD will submit monthly reports to the Tribal Council and quarterly reports to the EPA. The Tribe's fourth quarter "year end" report will assess the progress and accomplishments for the entire year. The EPA Project Officer will review WEPD quarterly reports and will provide a written evaluation "end of year report" of WEPD progress under the 106 grant. A draft of the EPA Project Officer's evaluation will be submitted to the Environmental Director for review prior to being finalized and sent to the Tribal Chair. The WEPD will review any new guidelines and rules that will directly impact water resource programs.</p> <p>Quarterly reports will contain the following information:</p> <ul style="list-style-type: none"> • Comparison of actual vs. expected progress achieving environmental outcomes and outputs, for each work plan task. • Explanations for lack of progress (or anticipated lack of progress) if applicable. • Suggestions for improving grant performance or modifying expectations (including proposed changes to target due dates) if necessary. • Status of expenditures (cumulative) for reporting period and explanations of cost overruns/under-runs if applicable. 	<p>1. Quarterly Reports to EPA (9/30/11, 12/31/11, 3/31/12, 6/30/12)</p> <p>2. Year End Report (due 90 days after the 6/30/12 end date)</p> <p>3. Tribal Council Reports are due the first week of every month. Reports will be provided with each quarterly report.</p>	<p>7/1/11-6/30/12</p> <p>7/1/11-6/30/12</p> <p>7/1/11-6/30/12</p>		

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<p><i>Environmental Outcomes/Results:</i> This task will keep WEPD and the Tribe in compliance with federal reporting requirements.</p> <p>Task 1b. Program Capacity-Building and Coordination <i>Purpose and Need:</i> To coordinate and schedule WEPD 106 program tasks and activities with other environmental program activities for long and short term planning.</p> <p><i>Goals and objectives:</i> To meet the goal of the CWA 106 program to assist tribes in developing the capacity to administer their own water quality programs and to develop and implement solid water resource programs in accordance with the Tribe's goals.</p> <p><i>Approach/Responsibilities:</i> The WEPD Director and Coordinator will schedule and coordinate program activities. The WEPD Director and Coordinator will hire and provide training opportunities to staff, hold staff meetings, draft RFP and develop contracts as necessary. The General Counsel will review and make any modifications on contracts along with other administrative staff per the Tribe's Contracting Process. The WEPD staff will attend Tribal managers meetings and work with the Tribal Liaison Office on NDEP matters. The WEPD Administrative Assistant and Secretary will assist with arranging, travel, training, and record keeping of program activities. The WEPD Director and Coordinator will research and draft environmental grant proposals to assist with meeting the goals and objectives. There are two new staff members within the water resources program so staff training is crucial the two staff members who resigned worked for in the water resources program for a combined 16 years. Training is needed also for Dispute Resolution for the WQS new requirements on responses etc.</p> <p><i>Environmental Outcomes/Results:</i> This task will assist in building Tribal capacity and coordination of WEPD program activities.</p>	<p>1. Status of activities will be summarized in quarterly reports.</p>	<p>7/1/10 -6/30/12</p>		
<p>Education Outreach and Consultation Component</p>	<p>OUTPUTS & TARGET DATES</p>	<p>START & END DATES</p>	<p>ESTIMATED PERSON/YRS (2080 =1 YR)</p>	<p>EST. COST (FY11)</p>
<p>Task 2. Consultation (attend meetings, trainings, and workshops) (Intermediate/Mature) EPA Strategic Plan Goal 2 Objective 2.2.1: Protect Water Quality—Improve Water Quality on a Watershed Basis</p> <p><i>Purpose and Need:</i> Federal Indian Policy supporting the primary role of Tribal Governments in matters affecting American Indian reservations. That policy stressed two related themes: 1) that the Federal Government will pursue the principle of Indian "self-government" and 2) that it will work directly with Tribal Governments on a "government to government" basis. This has assisted the Tribe in the development of several Memorandum Agreements, Memorandum of Understands, and Special Use Permits with federal, state, and local governments. The Tribe will continue to pursue building relationships and agreements thus strengthening Tribal capacity and protection of water resources. Tribal outreach and education regarding water resources is critical for the future of the Tribe.</p> <p><i>Goals and objectives:</i> This task includes all activities necessary to continue to build Tribal capacity by</p>	<p>1. Copy of WEPD calendar with consultation meetings attended will be attached to each quarterly report.</p> <p>2. Brief summary quarterly of major events or developments.</p> <p>3. Copy of presentations and public outreach materials will be provided quarterly on CD.</p>	<p>7/1/11-6/30/12</p> <p>7/1/11-6/30/12</p> <p>7/1/11-6/30/12</p>	<p>PD 100 hours PC 80 hours ES 11482.5hours CA 40 hours AA 40hours GC 10hours</p> <p>Total: 752.5 hrs</p>	<p>\$4,425 \$2,660 \$11,281 \$528 \$703 \$1,500</p> <p>Total: \$21,097</p>

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<p>developing federal, state and local government partners through consultation with the outcome of joint planning and cooperative agreements for water resource protection. In addition to educating the tribal community of water resource protection efforts. Participate in the local water resources stakeholder groups. WEPD staff will attend trainings and workshops to build capacity.</p> <p><i>Approach/Responsibilities:</i> The WEPD staff will attend meetings, conferences, workshops to assure Tribal water resource interests are protected and continue building Tribal capacity. The General Counsel's department will assist with the language and formation of cooperative agreements or contracts. Forums for information exchange with the new Tribal and Community Councils' is important to future program planning including agreements. Tribal Council has the final review and approval over the agreements. WEPD staff will review and monitor local efforts pertaining to storm water planning, TMDL designations, and review NPDES permits that may impact Tribal water resources. WEPD staff will develop and present water quality outreach products to Washoe Communities and host the annual Washoe on the River Day. WEPD staff will submit water pollution prevention information in the Tribal Newsletters and WEPD brochures and webpage. WEPD staff will continue to monitor the water protection hotline and update the WEPD website.</p> <p><i>Environmental Outcomes/Results:</i> This task will assist in building Tribal capacity by strengthening partnerships with federal, state, and local organizations. This task will also meet public notice requirements needed for water quality standards.</p> <p>Task 2a. Response to Actions</p> <p><i>Purpose and Need:</i> Federal Indian Policy supporting the primary role of Tribal Governments in matters affecting American Indian reservations. That policy stressed two related themes: 1) that the Federal Government will pursue the principle of Indian "self-government" and 2) that it will work directly with Tribal Governments on a "government to government" basis. This has assisted the Tribe in protecting Tribal water resources throughout the aboriginal territory.</p> <p><i>Goals and objectives:</i> This task consists of reviewing, researching, and taking action on proposed federal and non federal projects throughout Washoe territory. Review actions that are within the Tribal aboriginal territory and actions that may directly impact Tribal water resources. Coordinate with other Tribal programs and seek input. This takes a significant amount of time and effort. Examples include 395 By-Pass, Clear Creek Watershed, NPDES and point and non point source issues, FERC, and Forest Service Actions, etc.</p> <p><i>Approach/Responsibilities:</i> WEPD staff will coordinate meetings if necessary between the Tribe and the responsible parties that are responsible for the action (e.g. Clear Creek Development) and agencies with jurisdiction over the area. The legal staff will assist with legal proceedings; provide legal advice, and review or help draft response letters. As necessary, the Tribal Chairwoman will prioritize responses, provide direction, review and authorize responses, assist in negotiations, and press releases. The EPA Project Officer will review documentation provided regarding Tribal concerns with actions, evaluate if EPA can assist, and attend important meetings if necessary. WEPD staff will up-date the Cultural Committee and Tribal Council as necessary. Educating the Communities on such actions will assist WEPD staff and Tribal Officials with making decisions on approaching actions. WEPD staff will request regular meetings with NDEP staff through coordination with the Tribal Liaison regarding water quality standards and NPDES and point source topics. WEPD staff will review proposed TMDLs for waters within the aboriginal territory, and review of local NPDES permits that potentially impact Tribal water resources.</p>	<ol style="list-style-type: none"> 1. Numbers and types of response to actions will be included in quarterly reports. 2. A status summary will be submitted with quarterly reports. 	<p>7/1/11-6/30/12</p> <p>7/1/11-6/30/12</p>		
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<p><i>Environmental Outcomes/Results:</i> It is imperative that the Tribe be a strong participant in the planning efforts to protect tribal natural resources and historical areas. Comments provided by the Tribe on proposed actions have given the Tribe a "voice". If this did not occur there would be a perception that the Tribe does not care. In addition negotiations may lead to mitigating impacts to Tribal water resources.</p> <p>Task 2b. Regional Operations Committee and National Tribal Operations Committee <i>Purpose and Need:</i> The Regional Tribal Operations Committee (RTOC) is the Regional counterpart to the National Tribal Operations Committee (NTOC). The RTOC does not replace direct Tribal to EPA relationships, nor does it constitute a forum for consultation between the federal government and Tribes. The Tribes in Nevada have nominated and elected the WEPD Director to represent the Tribal environmental concerns in Nevada during the last three terms on both the RTOC and NTOC.</p> <p><i>Goals and objectives:</i> The RTOC goals include:</p> <ul style="list-style-type: none"> • Enhance government –to-government relationships between EPA and all Tribes. • Promote and strengthen the inherent ability and continuing efforts of Tribes to manage programs to provide environmental and public health protection. • Assist EPA in meeting the principles of the EPA Indian Policy of 1984. • Foster and encourage a partnership between EPA and Tribal governments, and build relationships to improve environmental and public health protection on Indian lands. It will demonstrate leadership in federal agency and Tribal government relations. It will provide a forum to: • Develop strategies and recommendations for Regional resources and operating policies, based on Tribal and EPA experiences; and • Foster better understanding and bridge gaps between EPA and Tribal government cultures. <p><i>Approach/Responsibilities:</i> The WEPD Director and/or alternate will attend RTOC and NTOC meetings and participate on workgroups. The WEPD Director and/or alternate, and may ask the EPA Project Officer to attend Nevada Tribal Environmental Managers and meetings and will assist with the coordination of such meetings. The WEPD Director will perform duties as required as an elected RTOC and NTOC representative for Nevada Tribes (22 represented). The WEPD Director will provide information and reports to the other NV RTOC representatives and coordinate duties with the Nevada NTOC alternate. The WEPD Director and/or alternate will up-date the Tribal Chair quarterly on RTOC and Tribal Council if necessary. The WEPD secretary and administrative assistant will organize and coordinate travel, communication with Nevada Tribes, and record keeping. The WEPD staff will provide any assistance needed on researching issues and other activities as necessary. The Tribal Chairman or elected Tribal Council member will provide direction, support, and will attend RTOC and other key meetings as they see necessary. The WEPD Director and/or designated staff will participate on RTOC subcommittees concerning water quality and groundwater protection.</p> <p><i>Environmental Outcomes/Results:</i> This task will assist the Tribe and other Tribes in the region to protect water resources by participating in EPA budgeting process, strategic planning, and review of possible changes to federal regulations concerning water resources.</p>	<p>1. A status summary will be submitted with quarterly reports.</p>	<p>7/1/11-6/30/12</p>		
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Monitoring & QAPPS/ SAPS	OUTPUTS & TARGET DATES	START & END DATES	ESTIMATED PERSON/YRS (2080 =1 YR)	EST. COST (FY11)
<p>Task 3. Water Quality Monitoring & Quality Assurance (Intermediate) EPA Strategic Plan Goal 2 Objective 2.2.1: Protect Water Quality—Improve Water Quality on a Watershed Basis</p> <p>Purpose and Need: The Tribe has an EPA and Tribal approved Sampling and Analysis Plan for the Quality Assurance Program Plan that outlines the methods and protocols for the water quality sampling efforts needed to monitor water quality on Tribal trust lands.</p> <p>Goals and objectives: This task includes activities to continue the development of water quality protection on Tribal surface waters with the assistance of the approved revised QAPP and SAP. In addition this task includes assessing the environmental impacts to Tribal water resources that have been identified from the previous years work and will provide the basic information necessary to develop management objectives and prioritize activities for future grants to address non-point source water pollution and other water quality issues. QAPP and the SAP will be continually monitored and will be updated and revised as future expansion of sampling sites which will include any new Tribal lands with surface waters and stormwater monitoring sites. In addition the activities identified in the approved QAPP will be conducted which will prepare the Tribe for future enforcement actions.</p> <p>Approach/Responsibilities: The approach is outlined in the SAP & QAPP. WEPD staff will conduct monitoring activities according to the approved SAP. The WEPD staff will input monitoring results into database and will analyze results. The WEPD staff will participate in Tribal Strategic Planning activities and assist with the development of the plans through providing information on the Tribal water resources. WEPD staff will identify and monitor any significant impacts to Tribal water resources that need further investigation. WEPD will compile and identify data gaps, complete field activities as needed, coordinate with other Tribal programs, services and enterprises. WEPD staff will develop an Annual Water Quality Assessment Report for 2011 by completing the WQAR template, will compile data into WQX submittal format for EPA and review the Multi-Year Water Resource Plan (incorporated into the WEPD 5 Year Plan in 2011) following the 106 Guidance. In addition, WEPD staff will continue efforts to incorporating data into a more usable system and completed a self-evaluation for the past 3 years. WEPD staff will continue to work with R9 STORET/WQX Coordinator to assure a smooth transition into the newly developed databases. This process will identify areas that can be improved with additional monitoring and build WEPD's technical capacity. WEPD GIS Specialist will assist with mapping and database management. WEPD staff will continue to research available data along the watersheds located within the tribal territory.</p> <p>Environmental Outcomes/Results: To determine the physical, chemical, and biological conditions of Tribal water resources and evaluate them against water quality indicators. In addition, to maintain QA with monitoring activities to assist in protection of Tribal water resources.</p>	<ol style="list-style-type: none"> 1. Annual Water Quality Assessment Report for 2011 (WQAR template) as Identified in the Fundamental and Intermediate Reporting Parameters (according to the 106 Guidance). 2. Copies of the WQX transaction receipts or submittal reports for submission of required data to WQX. 3. Quarterly Reports will include a description of monitoring activities conducted. 4. The 3 year internal evaluation will be available for the Project Officer to review during the closeout period. 5. WEPD 5 Year Plan 2012 – 2017 will be available for review at WEPD following the 12/31/11 quarterly reporting period. 	<p>1/1/11–12/31/11</p> <p>1/1/11–12/31/11</p> <p>7/1/11 -6/30/12</p> <p>7/1/11 – 6/30/12</p> <p>7/1/11–12/31/11</p>	<p>PD 40 hrs PC 30 hrs ES II 965 hrs CA 10 hrs GS 200 hrs AA 70 hrs C C 638 Match</p> <p>Total: 1,315 hrs</p>	<p>\$1,770 \$998 \$22,562 \$396 \$4,676 \$1,230 \$8,000 (\$7,900)</p> <p>Total: \$ 47,534</p>

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Water Quality Standards Program Component		OUTPUTS & TARGET DATES	START & END DATES	ESTIMATED PERSON/YRS (2080 =1 YR)	EST. COST (FY11)
Task 4: TAS and Water Quality Standards (Intermediate) <i>EPA Strategic Plan Goal 2 Objective 2.2.1: Protect Water Quality-Improve Water Quality on a Watershed Basis</i> <i>Purpose and Need:</i> The WEPD will continue to protect the tribal water resources through strengthening permitting and enforcement efforts and to ensure that these funds supplement and expand, not supplement, base permitting and enforcement program resources. Development of Water Quality Standards and obtaining TAS status for Water Quality Standards Program to protect public health and welfare, traditional customary uses, enhance the quality of water, and serve the purposes of the Clean Water Act (CWA). <i>Goals and objectives:</i> A water quality standard defines the water quality goals of a water body, or portion therefore, by designating the use or uses to be made of the water and by setting criteria necessary to protect the uses. The objectives are to meet the purposes of the CWA and move toward meeting the designated standards. <i>Approach/Responsibilities:</i> <ul style="list-style-type: none"> WEPD in development of the TAS under the CWA Sections 301/401 certifications following the 40.CFR 131.8 will work with the General Counsel in completing under the regulatory provisions 40 CFR 181.8(b)(92)(ii) and 40 CFR 131.8 (b)(4)(iv). WEPD staff will process and monitor NPDES permits on Tribal lands and work closely with the General Counsel and Tribal Procedure to assist with water related enforcement actions. <i>Environmental Outcomes/Results:</i> Completion of CWA Sections 301/401 certifications following the 40.CFR 131.8 will work with the General Counsel in completing under the regulatory provisions 40 CFR 181.8(b)(92)(ii) and 40 CFR 131.8 (b)(4)(iv) will advance the Tribe's TAS application and strengthen the ability to permitting and enforcement actions within tribal waters.		1. Year End Report on permitting and enforcement activities under NPDES. 2. Copy of revised draft WQS as completed.	7/1/11-6/30/12 7/1/11 - 6/30/12	PD 55 ES II 255 hrs GC 13.33hrs F: Indirect Total: 323.33 hrs	\$2,433 \$5,611 \$2,000 \$2,503 \$1,230 Total: \$ 14,127
Program Director = PD Program Coordinator = PC Environmental Specialist II = ES II General Counsel = GC GIS Specialist = GS Administrative Assistant = AA Clerical Assistant = CA S /F//O/E= Supplies/Fringe/Other, Equipment, and Indirect WT 638 C = Contractual	*The due dates for deliverables corresponds with dates (month prior) that quarterly or annual reports are due to the EPA. Personnel time and cost is based on FY11 estimated budget. Workplan reflects an estimate including personnel it excludes budget line items: in-kind, fringe, travel, contractual, equipment, supplies, or other. Refer to the attached Budget for more budget details on the FY11 Budget.			Total Est Cost: E/F/T/O/S: Indirect: Totals:	\$ 99,730 \$ 49,970 \$ 16,191 \$165,900

Washoe Tribe of Nevada and California

EPA CWA Section 106 FY11

Budget

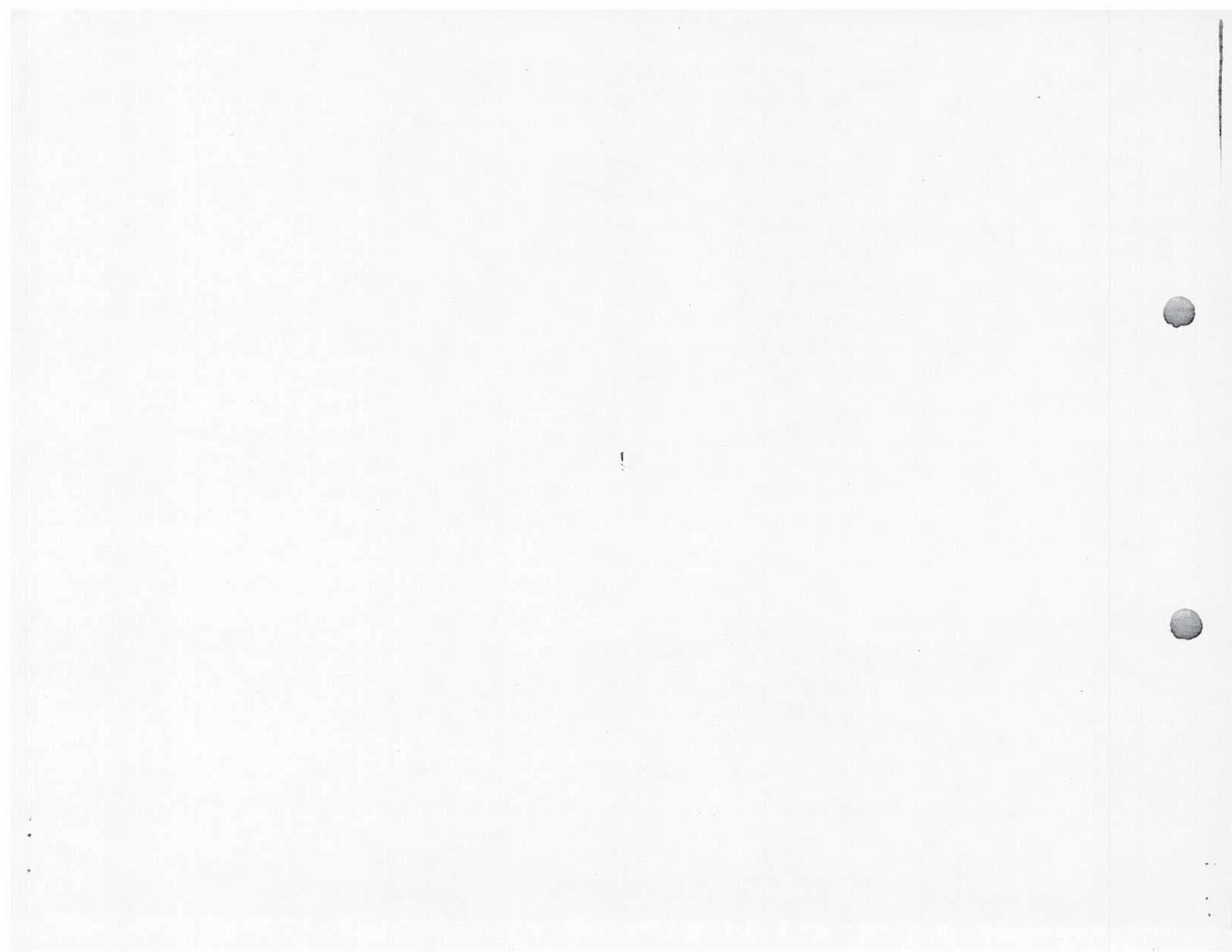
Personnel

Calculation

Request

Match

FTE Environmental Programs Director	\$44.25 x 300 hours		13,275	
FTE Environmental Coordinator	\$33.25 x 135 hours		4,489	
General Counsel	\$150.00 x 40 hours		6,000	
Environmental Specialist II	\$23.38 x 2080 hours		48,630	
GIS Specialist	\$23.38 x 200 hours		4,676	
Clerical Assistant	\$13.20 x 220 hours		2,904	
Administrative Assistant	\$17.57 x 220 hours		3,865	
Subtotal Personnel			83,839	-
Fringe Benefits				
FICA Medicare		0.0145	1,216	
FICA Social Security		0.062	5,198	
SUTA		0.018	1,509	
SIIS		0.0221	1,853	
Health Insurance	\$578.00/mo x 2 FTE x 12 months		13,872	
Liability Insurance	\$42.00/mo x 2 FTE x 12 months		1,008	
Retirement Benefit		0.06	5,030	
Vacation Liability		0.06	5,030	
Subtotal Fringe			34,716	-
Total Personnel and Fringe			118,555	-
Travel				
Local Travel	6,200 x .50		3,100	
Non Local Travel	EPA An.Con., Water related trainings: airfare, fees, motel, per diem, rental car expenses. RTOC/NTOC		2,000	
Subtotal Travel			5,100	
Equipment				
Subtotal Equipment				
Supplies				
Departmental Supplies	\$62.83/mo x 12		754	
Subtotal Supplies			754	
Contractual				
Laboratory Fees	Tasks 3 and Match Is PL 638 funds		8,000	7,900
Subtotal Contractual			8,000	7,900
Other				
Cell Phone	\$100/mo x 12 mos x 2		2,400	
Vehicle Maintenance, Insurance and Registration			3,500	
Communications/ Maintenance, operations and repairs	Telephone, sewer/water, propane, electricity, internet, mail, etc.		3,500	
Subtotal Other			9,400	
Total Direct Charges			141,809	7,900
Indirect Charges	12.10 of direct costs minus contractual and equipment		16,191	-
Total Program Cost			158,000	7,900



FINANCIAL ASSISTANCE APPLICATION

File
Copy

DATE TO PROJECT OFFICER: 3/30/11

REMINDER >>> To avoid delays, please do the following:

Initial Award: Please **DO NOT** start your FR or CN until you receive an email notification from GMO.

Amendment Award: There will be **NO** email notification; therefore, you can initiate the FR as soon as you receive this hard copy application from GMO.

TO: Stephanie Wilson MAIL CODE: WTR-10
CERTIFIED PROJECT OFFICER YES NO** REFRESHED _____
CC: _____ (Supervisor)

FROM: Gwen Brown, Grants Specialist, MTS-7

APPLICANT: Washoe Tribe of NV & CA

GRANT I.D.#: I-98902710-2 PROGRAM Water Pollution Control Perm

The Grants Management Office (GMO) has received an original application for the above mentioned applicant. Your copy is attached for your review. Using IGMS, please prepare a Funding Recommendation (FR) and Commitment Notice (CN).

Application Received Checklist

Complete / Incomplete App

- ☒ Budget (SF424A)
- ☒ Budget Detail
- ☒ *Assurances ☒ *Lobbying Certification (<\$100K - tribes exempt)
- ☐ *Procurement (\$F- only) ☒ Pre-Award Compliance

(* Certifications not needed for Amendments)

- ☐ Federal and Recipient Match - Need revised app. Rec match has not been met.
$$\begin{array}{r} \text{Fed } \$158,000 \\ \text{Recip } \$8,316 \\ \hline \text{TPC } \$166,316 \end{array}$$
- ☒ Signatures
$$\begin{array}{r} \$158,000 \div 95\% = \$166,316 \text{ TPC} \\ -158,000 \text{ Fed} \\ \hline \$8,316 \text{ Recip} \end{array}$$
- ☐ Workplan
- ☒ Key persons

NOTE: For IGMS questions, call the IGMS Hotline @ 7-4589, Kathy Goetz @ 2-3702, Alba Espitia @ 2-3667, or Renee Chan @ 2-3675.

** BASED ON NATIONAL POLICY, GRANT PROJECT OFFICERS MUST BE CERTIFIED. OUR RECORDS SHOW THAT YOU ARE NOT A CERTIFIED PROJECT OFFICER. THE FUNDING RECOMMENDATION AND COMMITMENT NOTICE MUST BE SUBMITTED FROM A CERTIFIED PROJECT OFFICER.

Revised 11/04/09